

Date posted: April 1, 2015

**City of St. Charles
Employment Opportunity
Firefighter Paramedic - Full-Time**

The City of St. Charles, IL, seeks enthusiastic individuals with a high degree of personal accountability and integrity to participate in a competitive evaluation process to establish an eligibility list for the position of Firefighter/Paramedic. The full job description can be viewed on the City website at www.stcharlesil.gov/jobs. Starting salary effective 5/1/15 is \$60,733 with a competitive benefit package to include a medical, dental, vision, life insurance, deferred compensation, retirement savings plan, EAP with a work/life component, a comprehensive Wellness program, and much more.

Eligibility Requirements

Eligibility requirements for participation in the testing process consist of the following:

- Must be a U.S. Citizen
- Must have earned High School Diploma or equivalent (GED)
- Must possess a Valid Driver's License
- Certification as a Firefighter II/Basic from the Illinois Office of the State Fire Marshal as of May 1, 2015.
- Licensure as an Emergency Medical Technician – Paramedic (EMT-P) through the Illinois Department of Public Health as of May 1, 2015.
- Age 21 years of age at the time of application and under 35 years of age when the final eligibility list is posted. (or as otherwise exempt from age limitation by statute)
- Successful completion of the Candidate Physical Ability Test (CPAT) by June 20, 2015. Certification shall not be more than 1 year old as of May 1, 2015.

Application Process

The Employment Application must be submitted online at www.stcharlesil.gov/jobs. The required Supplemental Application is posted on the website in PDF format for printing purposes only and cannot be submitted electronically. Please thoroughly complete the online application first, and then submit the supplemental application and documentation in person to the City of St. Charles Human Resources office no later than 4:30 p.m. Friday, May 1, 2015. (Hours are M-F 8:00 a.m. to 4:30 p.m. and phone is (630) 377-4446).

Applications are only considered complete when the on-line application has been completed, AND the required documents and forms listed below have been submitted.

Copies of the following documents must accompany the application materials:

- Completed Supplemental Application Packet including forms (posted on the City website for printing)
- Birth Certificate (copy)
- Driver's License (copy)
- High School diploma or GED (copy) *College diploma not acceptable substitute
- State of Illinois FF II Certificate (copy)
- IL current IDPH Paramedic License (copy)
- CPAT Certification (copy) or by the orientation/written test date of 6/20/15
- Military discharge (DD214/Copy4, if available)

The following is a tentative schedule of the testing procedures:

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|----------------------|-------------------------------------------------------------|
| • April 1, 2015 | Applications available |
| • May 1, 2015 | Deadline for submission of application/documentation |
| • June 20, 2015 | Orientation and written examination |
| • July/August 2015 | Oral interviews |
| • August 21, 2015 | Posting of Initial Eligibility Register |
| • September 11, 2015 | Posting of Final Eligibility Register |

Dates are subject to change at the discretion of the Board of Fire and Police Commissioners. Applicants are required to be present for all components of the testing process. Prior to hiring, successful completion of a background investigation is required. Post offer, the successful completion of a psychological assessment, physical, functional capacity evaluation, and drug screen are required.

The City of St. Charles is an Equal Opportunity Employer.